



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS 13TH FINANCE GROUP
BLDG 16007 OLD IRON SIDE AVENUE
FORT HOOD TX 76544 5056



AFVX-CFG-CDR

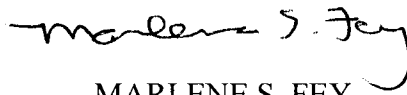
12 October 2006

MEMORANDUM FOR See Distribution

SUBJECT: Approval for Internal Control (IC) Review Plan for Fiscal Year 2007 (FY07)

1. Reference: AR 11-37, para 1-5h.
2. The Internal Control Review Plan for FY07 (attached) is approved.
3. The 13th Finance Group IC branch will conduct an overarching technical review of all 13th FG Fort Hood Finance Battalions at least once during the year. IC reviewers will complete checklists during the conduct of each review and provide formal reports to the reviewed unit in accordance with 13th FG Policy Letter #27. Since different areas of concern arise throughout the year, this plan is flexible and allots man-hours for such contingencies.
4. The 13th FG IC branch will suspend operational reviews for the 13th FG outlying units and for the Ft. Hood DMPO for FY07 due to the Group's deployment in support of OIF 06-08. The Group IC branch will conduct assistance visits or special reviews by request from the DMPO Chiefs or Detachment Commanders.
5. Point of contact for this plan is SFC Price at 287-6645 (DSN 737).

Encl
as


MARLENE S. FEY
LTC, FC
Commanding

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SUBJECT: Approval for Internal Control (IC) Review Plan for Fiscal Year 2007 (FY07)

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13th Finance Group Internal Control Review Plan - Fiscal Year 2007

1. The 13th Finance Group Internal Control (IC) Branch developed this review plan in accordance with AR 11-37, Army Finance and Accounting Quality Assurance Program. The 13th FG IC branch will review each functional area of the 13th FG's Fort Hood Finance Battalions at least once during the year. IC reviewers will complete checklists during the conduct of each review. Review reports will evaluate whether standards are being met and include recommendations on how to meet standards when a finding or observation is noted. Since different areas of concern arise throughout the year, this plan is flexible and allots man-hours for such contingencies.

2. Staffing:

- a. The personnel listed in Table 1 will conduct the reviews.

Table 1. Personnel Conducting IC Reviews.

Name	Grade	MOS
PRICE, LEONARD	SFC	44C4O
FOWLER, KRISTOPHER T.	SFC	44C4O
MANUEL, VANESSA E.	SSG	44C3O

- b. Total available man-hours for the IC Branch = 4416 man hours per year.

(32 hrs/wk x 46 wks/yr x 3 personnel = 4416 hrs/yr).

3. The schedule of reviews and special projects approved at this time is shown in Table 2. This review plan may be revised to include any special reviews directed by the 13th FG Commander.